

Individualized
EDUCATION - - -

For **YOUR OWN NEEDS**
In **Your Own Capital City**

•

Summer Session
MILLSAPS COLLEGE

FIRST SEMESTER — JUNE 8-JULY 15
SECOND SEMESTER — JULY 17-AUG. 23

To:

MILLSAPS COLLEGE BULLETIN

JACKSON, MISSISSIPPI

VOL. XXII

FEBRUARY, 1939

NO. 2

ENTERED AS SECOND CLASS MATTER, NOV. 21, 1917, AT THE POST OFFICE IN JACKSON, MISS., UNDER ACT OF CONGRESS.

Courses....

Biology 21, 22 Zoology

Biology 82, First Term—Identification and Classification of the common flowering plants in Mississippi with herbarium methods

Biology 72, Second Term—Identification and Classification of trees and shrubs with herbarium methods

Chemistry 21, 22 Inorganic

Chemistry—Advanced

Education, Curriculum Development

Education, Tests & Measures

Education, The Organization and Preparation of Units of Work in Elementary and High School

Education, General Methods of Teaching in the High School

Education, Modern Interpretation of the Three R's

Education, Visual Aids—Selection and Use of Visual Aids in Teaching First through Sixth Grades

English 11, 12 Composition

English 21, 22 English Literature

English 41, 42 English Romantic Poets; Tennyson, Browning, Arnold

English, Study of Recent Southern Fiction

History 21, 22 History of the U. S.

History, Contemporary History

Latin 11, 12 Vergil

Latin 21, 22 Horace, Plautus

Latin, an institute for teachers of Latin
Modern methods of instruction

Math. 11, 12 Algebra and Trigonometry

Math. 21, 22 Anal. Geom; Dif. Calculus or
courses 62 teaching of mathematics and
82 theory of equations

Music—Public School Music

Physics 11, 12 General Physics

Physics 21, 22 Pre-Med. Physics*

*(Physics 11, 12, Pre-requisite)

Relig. 11, 12 Introductory Bible

Relig. 41 Program of Christian Religion

Relig. 72 Methods of Christian Education

French 11, 12 Intermediate French

Spanish 21, 22 19th Century Novelists; Cervantes, Don Quixote

Tuition, Fees, and Board....

TWO COURSES BOTH SEMESTERS

Matriculation	\$ 5.00
Library	3.00
Tuition	35.00
Board and Room	60.00
Total	\$103.00
With one Science	12.00
Grand Total	\$115.00

ONE COURSE BOTH SEMESTERS

Matriculation	\$ 5.00
Library	3.00
Tuition	20.00
Board and Room	60.00
Total	\$ 88.00
With one Science	12.00
Grand Total	\$100.00

TWO COURSES ONE SEMESTER

Matriculation	\$ 5.00
Library	3.00
Tuition	20.00
Board and Room	30.00
Total	\$ 58.00
With one Science	12.00
Grand Total	\$ 70.00

Summer School Faculty....

ADMINISTRATIVE

M. L. SMITH, PH.D.	PRESIDENT
G. L. HARRELL, M.S.	DIRECTOR
V. B. HATHORN, B.S.	BURSAR
MRS. M. B. CLARK, M.E.L.	LIBRARIAN
MRS. C. R. COOPER	MATRON

INSTRUCTIONAL

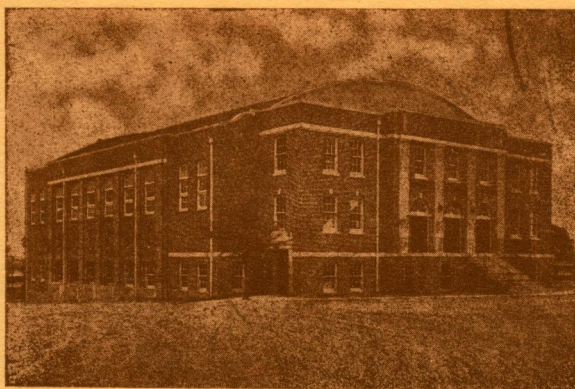
B. E. MITCHELL, PH.D.	MATHEMATICS
A. P. HAMILTON, PH.D.	LATIN
D. M. KEY, PH.D.	LATIN
J. B. PRICE, M.S.	CHEMISTRY
MRS. MARGUERITE W. GOODMAN, M.A.	ENGLISH
MISS SALLIE B. NEWMAN	EDUCATION
J. R. LIN, M.A.	HISTORY
MRS. J. L. ROBERTS, M.A.	MUSIC
R. S. MUSGRAVE, PH.D.	PSYCHOLOGY
G. L. HARRELL, M.S.	PHYSICS
A. G. SANDERS, M.A.	FRENCH AND SPANISH
J. M. SULLIVAN, PH.D.	CHEMISTRY
M. C. WHITE, PH.D.	ENGLISH
R. R. HAYNES, M.A.	EDUCATION
MISS VIRGINIA THOMAS, M.A.	RELIGION
W. E. RIECKEN, PH.D.	BIOLOGY
ALVIN JON KING	PUBLIC SCHOOL MUSIC

MILLSAPS COLLEGE

Jackson, Mississippi

Millsaps College

EVENING CLASSES



*Department of
Extension Teaching*

1939-1940

REGISTRATION---SEPTEMBER 13-20

MILLSAPS COLLEGE BULLETIN

Volume XXII

Number 6

Jackson, Miss.

September, 1939

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For further information call or write

R. S. MUSGRAVE, Director

Office hours: 4 to 5 daily.

Telephone 4-4458

After 5 P. M. call 2-3475

BULLETIN OF MILLSAPS COLLEGE

JACKSON, MISSISSIPPI

1939=1940



Department of

Extension Teaching

The Forty-eighth Session Begins
September 13, 1939

Calendar -- 1939-1940

1939 SEPTEMBER 1939						
SUN	MON	TUE	WED	THU	FRI	SAT
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23	24	25	26	27	28	29

ACADEMIC CALENDAR

Fall Semester, 1939-1940

September 13-20—Registration. First regular meeting of each class will be held at time scheduled during the week of September 18th.

November 30—Thanksgiving Day.

December 20—Christmas Holidays begin at 1 P. M.

January 2—Classes resumed.

January 22-30—First semester examinations.

Spring Semester, 1940

January 29-February 3—Registration and first meeting of classes.

March 23—Spring holidays begin at 1 P. M.

March 27—Classes resumed.

May 24-June 1—Second semester examinations.

June 1—Commencement Exercises begin.

June 3—Commencement Sunday.

June 4—Annual Meeting of Board of Trustees.

June 5—Commencement Day; close of the Forty-eighth Session.

Millsaps College

OFFICERS OF ADMINISTRATION AND INSTRUCTION

A. ADMINISTRATION

Marion Lofton Smith.....Millsaps Campus 3-1437
A. B., Kingwood College; B. D., A. M., Emory University; Ph.D., Yale University.

President

Ray Sigler Musgrave.....1503 St. Ann 2-3475
A. B., Bethany; M. A., Ohio Wesleyan; Ph.D., Syracuse University.

Director of Extension Teaching

George Lott Harrell.....812 Arlington 2-0963
B. S., Millsaps College; M. S., Millsaps College; Graduate work, University of Chicago.

Registrar

Vernon Burkett Hathorn.....512 Marshall 4-8213
A. B., Millsaps College.

Bursar

Albert Godfrey Sanders.....735 Arlington 2-0497
B. A., Southwestern (Texas); B. A., Yale University; Rhodes Scholar, 1907-10; B. A., M. A., University of Oxford (Honors School).

Librarian

B. INSTRUCTION

Henry Morton Bullock.....924 Poplar 3-2875
B. Ph., B. D., Emory University; S. T. B., Yale Divinity School; Ph.D., Yale University.

Religion

Robert Raymond Haynes.....1057 N. Congress 3-1106
B. A., University of Tennessee; Student of Law, University of Tennessee; Vice-Consul of the United States in Scotland and England; M. A., George Peabody College; Graduate work, George Peabody College.

Education

Benjamin Ernest Mitchell.....727 Arlington 4-6739
B. A., Scarritt-Morrisville; M. A., Vanderbilt University; Ph.D., Columbia University.

Mathematics

RATING OF THE COLLEGE

Millsaps College is a Grade "A" college in every particular. In addition to its position in the denominational educational organization of the Methodist Episcopal Church, South, the college has certain other important connections as follows:

It is on the approved list of the

Association of American Universities
American Association of University Women

It is a member of the

Southern Association of Colleges and Secondary Schools
Southern University Conference
Association of American Colleges
American Council on Education
Mississippi Association of Colleges
Dixie Athletic Conference

ADMISSION

All persons qualified by training or experience to pursue with advantage any courses offered will be permitted to register for evening courses.

Individuals who satisfy the requirements for regular admission to Millsaps College (see pages 34 to 36 of the regular college catalogue) may receive full credit for all work done toward degree requirements.

These credits may be transferred with full value to any other similar institution of higher learning. Millsaps College is a standard "A" grade college in every particular.

REGISTRATION

Registration dates for 1939-40 are: First Semester, Wednesday, September 13 through Wednesday, September 20. Second Semester, Monday, January 29, through Saturday, February 3. Registration will be held in the main lobby of Murrah Hall, the administration building.

For late registration—registration after the day following the second meeting of the class—an additional fee of \$2.00 will be charged.

For students holding full-time positions six credit hours of work in any semester are regarded as the maximum load that should be attempted. Special permission from the Director of Extension Teaching is required for a schedule in excess of six credit hours.

CREDIT FOR EVENING COURSES

The semester hour is the unit of credit employed. Courses carry either two or three semester hours credit (See course descriptions on pages 9 to 12 for credit given for particular courses).

If requirements for credit are to be met, outside preparation of from two to four hours per week is necessary in most courses. Students desiring credit will register as **credit** students.

Other students will take courses as a part of a definite program of training they have set for themselves, although they may not be aiming at a college degree. These students are encouraged to participate in class activity as though they were working for college credit. They will register as **special** students.

Mature persons who are not concerned with credit will not be obligated to do outside work. Most of the courses are so organized that mature persons can derive some benefit merely from class attendance. They are encouraged, however, to do as much of the outside work as possible solely for the personal values they will receive from such study. Such persons will register as **auditors**.

FEES AND EXPENSES

Tuition is charged at the rate of five dollars per semester hour of credit. Special students and auditors are charged at the same rate.

All fees are due at the beginning of the semester, and payment must be completed by October 15 for the first semester and March 1 for the second semester, unless arrangements are made with the Bursar. No refund will be made for withdrawals after these dates.

Additional fees are charged for materials, laboratory supplies, etc., in certain courses. The courses for which additional charges are made, together with the amount, are as follows:

Biology e11-12 (Botany)

Laboratory\$10.00

Breakage deposit 2.00

Education e21 (Tests and Measurements)

Materials fee 1.00

Psychology (all courses)

Materials fee 50

For those students who do not complete their registration by the day following the second meeting of the class there will be an additional Late Registration Fee of \$2.00.

TIMES AND PLACES OF CLASS MEETINGS

In most courses classes will meet one evening each week in the regular classrooms (or laboratories) on the college campus. They will begin at 7:00 P. M. Specific information as to day of week and hour may be found with each course's description on pages 9 to 12. Also note schedule of classes on inside of back cover.

ATTENDANCE

Realizing from business experience the importance of regularity and promptness, evening students will consider the class meetings as business engagements and be punctual and regular in attendance. The privilege of taking the final examination is withheld from persons having excessive absences, although they may continue to attend classes as auditors.

WITHDRAWALS

Necessary withdrawals due to serious illness or other causes entirely beyond the control of the student will be ruled upon as the individual cases arise.

The college reserves the right to cancel courses in which the registration is insufficient to warrant continuance, in which case the fees are refunded. It will usually be possible for the student to transfer to some other courses being given.

LIBRARY

The Carnegie-Millsaps Library on the college campus is open evenings and may be used by the evening students. Library hours: Monday through Friday, 8-5, 7-9; Saturday, 8-1:15; Sunday, 2-4 (for reading only).

BOOK STORE

The college book store is located on the ground floor of Buie Gymnasium. Students will find it a convenient place to purchase all textbooks and school supplies.

CONSULTATION AND EDUCATIONAL GUIDANCE

It is the desire of the administration of Millsaps College that each student receive individual attention. Members of its staff and faculty will be glad to serve as educational counsellors, discussing with individual students any problems that may arise in connection with their evening classes.

The Director of Extension maintains office hours during which students may consult with him concerning the selection of courses and other academic matters. Students who wish to count the courses taken toward a degree should confer with the Director at least once each semester in order that their programs may progressively meet the requirements for graduation.

Departments of Instruction

The courses described in this section of the bulletin will be available to evening students. The college does reserve the right, however, to withdraw any courses for which there are fewer than ten (10) applicants, and to organize other courses for which there is sufficient demand.

Individuals or groups of individuals interested in courses other than those listed are requested to indicate such interests to the Director of Extension Teaching prior to the time of registration.

DEPARTMENT OF BIOLOGY

e11. General Botany—Structure and physiology of flowering plants, cell, tissues and general biological principles. First semester. Credit, three semester hours. Dr. Riecken, Tuesday, Friday, 7:00 P. M. Science Hall.

e12. General Botany—A survey of plants, types, life histories of algae, fungi, mosses, liverworts, ferns, and the gymnosperms. Second semester. Credit, three semester hours. Dr. Riecken, Tuesday, Friday, 7:00 P. M. Science Hall.

DEPARTMENT OF ECONOMICS

Economics e21-22. Economic Principles and Problems—This is the introductory course in economics and is designed to provide a general survey of the subject for those who take but one course in economics, and also to prepare for advanced courses. The course continues throughout the year, and students will not be admitted to the second half without credit for the first, nor given credit for the first without the second. Throughout the year. Credit, six semester hours. Dr. Wallace, Thursday, 7:00 P. M. Science Hall.

Economics e51. Business Law—Designed to acquaint students with the basic legal problems which most frequently arise in industry, commerce, and the home, and with which nearly every individual must at some time come in contact. It is not intended to train persons to be their own lawyers, but rather to equip them to take elementary measures for protection of their legal rights which will prevent litigation from arising and to enable them to recognize situations in which the advice of a lawyer is necessary. Topics covered include property, contracts, agency, sales, and negotiable instruments. Pre-requisite: permission of the instructor. First semester. Credit, three semester hours. Dr. Wallace, Tuesday, 7:00 P. M. Science Hall.

Millsaps College

Economics e61. Money, Banking and Credit—
A study of the history, theory, and practice of money, banking, and credit, with particular emphasis on commercial banking and some attention to other types of financial institutions. Pre-requisite: permission of the instructor. Second semester. Credit, three semester hours. Dr. Wallace, Tuesday, 7:00 P. M. Science Hall.

If student interests at time of registration and first class meetings warrant such changes, any of the following courses may be substituted for those described above:

Economics e31-32. Accounting. (Throughout the year.)

Economics e41. Personal Finance. (First semester.)

Economics e42. Economic Geography. (Second semester.)

Economics e62. Public Finance. (Second semester.)

DEPARTMENT OF EDUCATION

Education e21. Tests and Measurements—An introductory course designed to give the student a working knowledge of the techniques and procedures involved in testing and measuring in the high school. Pre-requisite: Education 11 and 12, or Psychology 11 and 12. Materials fee, \$1.00. First semester. Credit, three semester hours. Prof. Haynes, Wednesday, 7:00 P. M. Science Hall.

DEPARTMENT OF ENGLISH

English e103. Writing Business Letters—Among the topics to be studied are: The beginning, the close, avoiding the hackneyed; the physical make-up; psychological factors; word usage.

Types of letters: The letter of inquiry; the order letter; the complaint letter; the adjustment letter; the credit letter; the collection letter; the letter of application; the sales letter.

First semester. Credit, three semester hours. Dr. White, Monday, 7:00 P. M. Science Hall.

English e51. Writing the News Story.

1. The nature of Newspaper Work
Opportunities and qualifications of newswriters; gathering the news and selling the papers.
2. Principles of News Writing
Organizing facts; playing up features; making it attractive; giving it substance; keeping it fresh.

Millsaps College

3. Handling Special Assignments
Society news; meetings; interviews; illness and death; accidents and disasters; crime; courts; politics; weather; sports; reviews; criticisms; features.

Second semester. Credit, three semester hours. Dr. White, Monday, 7:00 P. M. Science Hall.

DEPARTMENT OF HISTORY

History e53. Problems in Contemporary History—This course is planned to give an historical background to the problems of the day. Special emphasis will be given to national and international affairs. First semester. Credit, three semester hours. Dr. Moore. Thursday, 7:00 P. M. Murrah Hall.

History e54. Problems in Contemporary History—A continuation of History e53. Second semester. Credit, three semester hours. Dr. Moore. Thursday, 7:00 P. M. Murrah Hall.

DEPARTMENT OF MATHEMATICS

Mathematics e42. Mechanical Drawing—A beginning course, dealing with such problems as: Care and use of instruments; plain lettering; geometrical constructions; projections—orthogonal, isometric, oblique, cabinet; development of surfaces, transition pieces; intersection of surfaces; space curves; screw-threads, boltheads. Registration limited to 12 students. First semester. Credit, two semester hours. Dr. Mitchell. Tuesday, 7:00 P. M. Science Hall.

Mathematics e104. Business Mathematics—A course designed to acquaint students with the elementary mathematical concepts employed in everyday business affairs. Topics to be studied include: Short methods and aids in computation; the formula; ratio; percentage; simple interest and discount; applications; compound interest; annuities. Second semester. Credit, two semester hours. Dr. Mitchell. Tuesday, 7:00 P. M. Science Hall.

DEPARTMENT OF PSYCHOLOGY

Psychology e31. Developmental Psychology: Infancy and Childhood—A study of the psychological development of the individual from infancy through later childhood. Materials fee, fifty cents. First semester. Credit, three semester hours. Dr. Musgrave, Monday, 7:00 P. M. Science Hall.

Psychology e32. Developmental Psychology: Adolescence and Maturity—Continuous with Psychology e31, dealing with the psychological development of the individual during adolescence and maturity. Materials fee, fifty cents. Second semester. Credit, three semester hours. Dr. Musgrave, Monday, 7:00 P. M. Science Hall.

Millsaps College

Psychology e41. Mental Hygiene—A study of the psychology of adjustment, with special emphasis on the principles of sound mental health. First semester. Credit, three semester hours. Materials fee, fifty cents. Dr. Musgrave, Wednesday, 7:00 P. M. Science Hall.

Psychology e42. Psychology in Business and Industry—A study of the applications of psychology to problems of consumer research, advertising, selling, employee selection, and harmonious industrial relations. Second semester. Credit, three semester hours. Materials fee, fifty cents. Dr. Musgrave, Wednesday, 7:00 P. M. Science Hall.

DEPARTMENT OF RELIGION

Religion e11. Introductory Bible—An introduction to the necessary background for the study and appreciation of the Bible, and the study of the religious development and contribution of the Hebrews as revealed in the Old Testament. First semester. Credit, three semester hours. Dr. Bullock, Thursday, 7:00 P. M. Science Hall.

Religion e12. Introductory Bible—An introduction to the necessary background for the study and appreciation of the New Testament, and a study of the New Testament with a view to achieving some insight into the meaning of the Christian religion. Second semester. Credit, three semester hours. Dr. Bullock, Thursday, 7:00 P. M. Science Hall.

DEPARTMENT OF ROMANCE LANGUAGES

Spanish eA1. Elementary Spanish—An elementary course in grammar and reading with constant oral practice. First semester. Credit, three semester hours. Professor Sanders, Monday, Thursday, 5:30 to 6:30 P. M., Y. W. C. A.

Spanish eA2. Elementary Spanish—Grammar continued and completed. Reading continued. eA1 and eA2 together constitute a double course. No credit is given for eA1 unless eA2 is also completed. Second semester. Credit, three semester hours. Professor Sanders, Monday, Thursday, 5:30 to 6:30 P. M., Y. W. C. A.

SCHEDULE OF EVENING CLASSES—First Semester, 1939-40.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5:30—6:30 SPANISH A1 Introductory Spanish YWCA—Sanders	BIOLOGY e11 Botany Lecture Science Hall—Riecken	EDUCATION e21 Educational Tests and Measurements Science Hall—Haynes	SPANISH A1 Introductory Spanish YWCA—Sanders	BIOLOGY e11 Botany Laboratory Science Hall—Riecken
7:00 ENGLISH e103 Writing the Business Letter Science Hall—White	ECONOMICS e51 Business Law Science Hall—Wallace	PSYCHOLOGY e41 Mental Hygiene Science Hall—Musgrave	RELIGION e11 Introductory Bible— Old Testament Science Hall—Bullock	
7:00 PSYCHOLOGY e31 Developmental Psychology Science Hall—Musgrave	MATHEMATICS e42 Mechanical Drawing Science Hall—Mitchell		ECONOMICS e21 Principles and Prob- lems of Economics Science Hall—Wallace	
7:00			HISTORY e53 Problems in Con- temporary History Murrah Hall—Moore	

NOTE: While the hours and days for each course have been planned as above, changes which would benefit students and instructors will be possible.

Adult Education

WITH COLLEGE CREDIT AT

MILLSAPS COLLEGE



Evening Registration

September 13-20

**ADMINISTRATION BUILDING
MILLSAPS CAMPUS**

To

ENTERED AS SECOND
CLASS MATTER